



SECTION 3. COUNTY ADMINISTRATION

3.51 COMMISSIONER TRAVEL

A. PURPOSE. Establishment of a policy regarding reimbursement for Commissioners' travel.

B. DEFINITIONS. *Local vicinity travel* is defined as any travel to and from a destination within sixty (60) miles of the County Services Building in Sanford, Florida, which is the official headquarters of the members of the Board of County Commissioners.

C. USES AND AUTHORIZATIONS.

(1) Members of the Seminole County Board of County Commissioners are eligible for travel reimbursement in accordance with Section 112.061, Florida Statutes.

(2) The use of private vehicles is authorized for official travel with the exception of travel that occurs completely within Seminole County. No reimbursement for the use of private vehicles by commissioners is authorized when travel is confined to the territorial limits of Seminole County.

(3) The use of privately chartered or owned aircraft is authorized for official travel and will be reimbursed to the traveler as provided by Chapter 112, Florida Statutes.

(4) All travel other than local vicinity travel shall be authorized and approved by the Board of County Commissioners in order to be qualified as official travel. Any travel undertaken without prior Board approval, either as part of the budget process or by specific action, shall not be eligible for reimbursement unless the Board determines upon request of the traveler that a situation of immediate urgency required the travel to be undertaken on the Board's behalf and there was no opportunity to obtain prior Board approval for the travel.

D. APPROVAL. Commissioners' travel vouchers shall be approved by the Board of County Commissioners.

E. AUTHORITY. Section 112.061, Florida Statutes
Resolution 2008-R-160 adopted June 24, 2008